

Texas Statewide Health Coordinating Council
Texas Center for Nursing Workforce Studies Advisory Committee

Minutes of Meeting Held September 10, 2008
10:00 am – 1:50 pm

Texas Department of State Health Services
Center for Health Statistics
1100 West 49th Street
Austin, Texas 78756
Room M-739

Members Attending

Alexia Green, PhD, RN, FAAN, Co-Chair	-----present 10:00 am to 3:10 pm
Jennifer Cook, PhD, MBA, RN	-----present 10:00 am to 2:20 pm
Marla K. Cottenoir, MSN, RN	-----present 10:00 am to 3:10 pm
M'lissa Edwards, LVN	-----present 10:00 am to 3:10 pm
Kathryn Griffin MSN, RN, CNAA, BC	-----present 10:00 am to 3:10 pm
Clair Jordan, MSN, RN	-----present 10:20 am to 11:35 am
Susan McBride, PhD, RN	-----present 10:00 am to 3:10 am
Jackoyln Morgan, MSN, RN	-----present 10:00 am to 3:10 pm
Elizabeth Poster, PhD, RN, FAAN	-----present 10:00 am to 3:10 pm
Elizabeth Sjoberg, JD, RN	-----present 10:00 am to 3:10 pm
Lisa Taylor, PhD, RN, CNS, FNP	-----present 10:00 am to 3:10 pm
Kathy Thomas, MN, RN	-----present 10:00 am to 1:50 pm

Members Absent

Patricia Starck, DSN, RN, FAAN, Excused
Joyce Batcheller, RN, MSN, CNAA, Excused
Donna Carlin, MSN, RN, Excused
Rachel Hammond, RN, Excused
Robin Hayes, RN, Excused
Bob McPherson, MA, Excused
Pearl E. Merritt, EdD, RN, Excused
Carol Reineck, PhD, RN, FAAN, CCRN, CNAA-BC, Excused

Staff Present

Aileen Kishi, PhD, RN, Program Director, TCNWS
Arlette Ponder, MAHS, Program Specialist, TCNWS
Suzanne Pickens, Program Specialist, TCNWS
Pamela L. Wiebusch, Research & Statistics Tech, TCNWS
Bruce Gunn, PhD, Manager, HPRB
Bobby Schmidt, SHCC

Public Present

Susan Fiske, TAHC, Substitute for Rachel Hammond
Tom Mackey, UTHSC-SON, Substitute for Patricia Starck
Pat Francis, UT System
Rose Ireland, Substitute for Pearl Merritt

Texas Statewide Health Coordinating Council
Texas Center for Nursing Workforce Studies Advisory Committee

Minutes of Meeting Held September 10, 2008
10:00 am – 1:50 pm

Texas Department of State Health Services
Center for Health Statistics
1100 West 49th Street
Austin, Texas 78756
Room M-739

1. Welcome and Introductions	Dr. Alexia Green called the meeting to order at 10:10 a.m. She welcomed the committee and introduced new committee member, M'lissa Edwards. All committee members, staff, and public present introduced themselves. Dr. Aileen Kishi made some administrative announcements.
2. Establish Quorum and Approval of Excused Absences	A motion was made by Marla Cottenoir and seconded by Jennifer Cook to approve requests for excused absences from Dr. Pat Starck, Joyce Batcheller, Donna Carlin, Rachel Hammond, Robin Hayes, Bob McPherson, Dr. Pearl Merritt, and Carol Reineck. The motion carried. Dr. Alexia Green stated that Susan Fiske was attending the meeting on behalf of Rachel Hammond; that Rose Ireland was attending on behalf of Pearl Merritt, and that Tom Mackey was attending on behalf of Dr. Pat Starck.
Quorum Attained	A quorum of members was present from 10:20 until 1:50 pm; hence the committee was able to take actions at this meeting on agenda items one through eight.
3. Review of September 10, 2008 agenda	The agenda was reviewed and no changes were made. The meeting moved forward with the agenda as is.
4. Approval of Minutes for July 16, 2008 Meeting	The minutes from the July 16th, 2008 meeting were reviewed. There was a correction on page 6, item 10 of the agenda to add the letter 'L' to Caro Reineck. A motion was made by Kathy Thomas and seconded by Dr. Elizabeth Poster to adopt the minutes of the July 16th, 2008 meeting with the correction. The motion carried.
5. Update Report on the Nursing Education Consortium	Clair Jordan gave an update on the Nursing Education Consortium. She provided committee members with a hand-out entitled "Overview of RN Shortage in Texas: Where Texas Is; Where It Can Expect to Be; Where It Needs to Be." Ms. Jordan presented the following points: <ul style="list-style-type: none"> • Texas is falling further and further behind from the supply and demand projections by HRSA and the Texas Center for Nursing Workforce Studies (TCNWS). • There is universal agreement that there is a nursing shortage. • There is a need for money and a need for increasing faculty salaries. • Adequate healthcare, including having an adequate supply of

	<p>nurses, is the #2 recruitment tool used to bring businesses into the community.</p> <ul style="list-style-type: none"> • There is consensus that data should be based on graduations not enrollments. • Schools/programs should have a profile and would qualify for certain monies. • Money should not be distributed equally to all schools since performance varies. • LVN to RN online programs could assist rural hospitals, and everyone is waiting to see the outcomes of the pilot program in San Angelo. <p>There was also brief discussion on the nursing shortage reduction fund and its use in helping students keep their jobs and still graduate from their nursing program on time.</p> <p>Ms. Jordan informed the group that the next meeting would be September 19th. At the meeting the group would determine what issues will be asked during the legislative session.</p>
6. Discussion on Process and Format of TCNWS Reports	<p>Dr. Susan McBride and Dr. Aileen Kishi led a discussion on the process and format that TCNWS reports should take. Dr. McBride made a case for TCNWS producing full reports as done in the past, and Dr. Kishi made a case for producing concise fact sheets.</p> <p>Dr. McBride brought up the following points regarding full reports:</p> <ul style="list-style-type: none"> • Previous reports have been robust and very well done, and people will continue to expect that, especially hospitals that see getting a copy of the report as an incentive to completing the Hospital Nurse Staffing Survey. • The fact sheets do not include certain items that the full reports included such as an executive summary, explanation of methods and calculations, a list of operational definitions, recommendations, and explanations as to what the data mean and it's importance. <p>Dr. Mari Tietze, a colleague of Dr. McBride, prepared a comparison of the 2006 Hospital Nurse Staffing Survey (HNSS) report with the 2008 HNSS fact sheets. The comparison found that several general report characteristics, such as an acknowledgements/contributors page, an executive summary, a sample of survey tool, operational definitions, and references were not included in the fact sheets. The comparison further indicated that detail-level content was left out of fact sheets including information on advanced practice nurse (APN) shortages, educational preferences of RNs, effect of RN vacancies on patient services in hospitals, etc. Implications and conclusions were also left out of fact sheets. Dr. Kishi reminded the committee that many of these areas were not reported because of the low response rate to a number of survey questions or some areas were not asked in the 2008 survey.</p> <p>Dr. Kishi explained that TCNWS had decided to take a different approach to writing reports on findings for several reasons including:</p>

	<ul style="list-style-type: none"> • time and staff resources it takes to produce full length reports, • the public's difficulty in reading the reports and finding the data they are looking for in such large reports, which reduces the likelihood of data being misrepresented, and • requests and recommendations for a change in format made by the chair of SHCC, the Governor's office, legislative staff, Texas Hospital Association, Texas Nurses Association, Texas Higher Education Coordinating Board, and other consumers who use these reports . <p>Dr. Bruce Gunn also mentioned these reasons.</p> <p>It was suggested that some type of executive summary be created to tie the fact sheets together. Dr. Kishi suggested that an executive summary would just be repeating facts and recommendations that have already been made in other reports.</p> <p>There was discussion among committee members about the benefits of having an executive summary to synthesize the data on the fact sheets, and it was decided that the Hospital subcommittee and the Long Term Care Nurse Staffing Study task force would work with TCNWS staff to write up executive summaries for each project that would include conclusions about the survey findings.</p>
7. Discussion and Approval of the 2008 Hospital Nurse Staffing Report on: Methods of Interim Staffing	<p>Arlette Ponder presented the third fact sheet to come from the 2008 Hospital Nurse Staffing Survey (HNSS): Methods of Interim Staffing. Ms. Ponder thanked the Hospital Subcommittee and everyone who provided feedback and revisions for the fact sheets that have been produced thus far.</p> <p>There was discussion among committee members about the fact sheet and recommendations for revisions were made.</p> <p>A motion was made by Elizabeth Sjoberg and seconded by Susan McBride to revise the fact sheet based on the discussion and move it to the Hospital Subcommittee for final review and approval. The motion carried.</p>
8. Discussion and Approval of the 2008 Long Term Care Nurse Staffing Reports	<p>Suzanne Pickens presented the 2008 Long Term Care Nurse Staffing Survey report and fact sheets. The fact sheets were provided to each of the committee members, and she briefly went over the data on each individual fact sheet. The outcome of each fact sheet presented is as follows:</p> <p>A motion was made by Kathryn Griffin and seconded by Jennifer Cook to approve the Directors of Nursing in Texas Long Term Care Nursing Facilities fact sheet with the corrections that were suggested by the committee.</p> <p>A motion was made by Marla Cottenoir and seconded by Elizabeth Poster to approve the Turnover and Vacancy Rates in Texas Long Term Care Nursing Facilities for RNs and LVNs fact sheet with the recommended changes and a final review by the Long Term Care</p>

	<p>task force.</p> <p>A motion was made by Kathy Thomas and seconded by Elizabeth Sjoberg to approve the Turnover and Vacancy Rates in Texas Long Term Care Nursing Facilities for Unlicensed Nursing Staff fact sheet with the corrections made by the committee.</p> <p>A motion was made by Jennifer Cook and seconded by Jackolyn Morgan to approve the Texas Center for Nursing Workforce Studies Staff Compensation & Benefits in Texas Long Term Care Nursing Facilities fact sheet with the recommendations made by the committee.</p> <p>A motion was made by Jennifer Cook and seconded by Marla Cottenoir to approve the Safe Patient Handling in Texas Long Term Care Nursing Facilities fact sheet with the corrections made by the committee.</p> <p>A motion was made by Kathryn Griffin and seconded by Elizabeth Poster to approve the adoption of the 2008 Long Term Care Nurse Staffing Study (LTC NSS) Study Design & Methods report.</p>
9. Discussion and Approval of the VN NEPIS Fact Sheets	<p>Arlette Ponder presented the 2007 Vocational Nursing Educational Program Information Survey (VN NEPIS) fact sheets. The fact sheets were provided to each of the committee members, and she briefly went over the data on each fact sheet.</p> <p>Committee members suggested some revisions to the fact sheet titled, “Vocational Nursing (VN) Programs: 2007 Geographic Location, Length of Curriculum, and Resources Needed to Increase Capacity.” The revisions include: changing “LVN” to just “VN” throughout the fact sheet, and to specify that the dollar amount listed under the subsection “Resources Needed to Increase Student Retention in VN Programs” is a total reported by all programs.</p> <p>The committee also suggested that, under the subsection “Resources Needed to Increase Student Retention” in future NEPIS surveys, a percentage increase in student retention should be specified to relate to the additional teaching recourses and funding reported by the VN programs.</p> <p>A motion was made by Marla Cottenoir and seconded by M’lissa Edwards to approve the fact sheet titled, “Vocational Nursing (VN) Programs: 2007 Geographic Location, Length of Curriculum, and Resources Needed to Increase Capacity” with the changes suggested by the committee members. The motion carried.</p>
10. Loss of Quorum	<p>It was necessary for one of the committee members to leave the meeting and the quorum was lost at 1:50 pm. No further actions could be taken.</p>